



Granite Town Media

Advisory Committee

Meeting Minutes

22 August 2013

Present: Dave Alcox, Tim Finan, Andrew Jeffery, Mike McInerney, Tom Schmidt

Absent: Rosie Deloge, Kevin Drew, Mark Fougere, Joe Kasper

Guests: Selectman Kevin Federico

Call to Order:

Meeting called to order 6:05 PM

Minutes

Minutes approved with corrections. Andrew moved, Tim seconded – unanimous.

Old business

3rd channel is still not activated; Comcast apologized for the delay and promised to turn it up tomorrow, Aug 23. Milford's PEG channels: Channel 20 – Education, 21 – Government, 22 - Public. Public channel will be used primarily for event bulletin board.

Comcast completed fiber optic link and equipment upgrade between Town Hall and high school. All three PEG channels normally originate from equipment located at the high school. Live Town Hall events automatically switch feed from high school to Town Hall.

Mike added school district meetings and sports events to town web site streaming media page. Ambulance construction camera and public service videos are accessible via links from the town site. GTM uses the following services to deliver streamed content.

- Channel 20 and 21 live streaming and on-demand video of meetings and sports events:
<http://www.ezstream.com/broadcasts/index.cfm?fuseaction=usrbrd&BroadcasterID=58069&Org=EZ&CFID=33478886&CFTOKEN=28970005>
- Ambulance facility construction live webcam:
http://www.timecam.tv/view_cam.aspx?c=AA4AAIMP1BB7.
- Weekly ambulance time lapse videos and public service announcement videos posted at: <http://vimeo.com/channels/granite>

The electronic bulletin board planned for Town Hall lobby has been canceled.

Camera and audio mixer update to existing BoS meeting room has been canceled. Hopefully Town Hall renovation will proceed quickly. New BoS equipment will be installed as part of the renovation.

New Business

Mike had request by a homeschooler about video requirements. Dave Alcox pointed out teachers and staff have to meet district requirements prior to posting on the educational channel. As long as material meets school district requirements it should not be a problem, contingent on channel schedule availability.

Committee directed Mike to purchase two 8-channel [Shure SCM820](#) audio mixers and accessories for \$6,000. Tom moved, Andrew seconded – unanimous. The new mixer will improve audio quality of school board and school budget committee meetings. The old mixer will be installed in Town Hall auditorium to support community events.

Committee approved Mike's request to purchase a second [Canon XA 20 camera](#) and accessories for \$2900, Tom moved, Andrew seconded, unanimous. This will allow GTM to cover two simultaneous events such as games or meetings, or use both cameras for special events such as the Pumpkin Festival.

GTM will cover the October 11th Pumpkin Festival.

Mike responded to citizen question about siren codes: currently only a single code is in use.

Mike is planning a face-to-face meeting with web developers to discuss numerous upgrades and enhancements.

Committee requested Mike do a Wadleigh Library public service announcement as time permits. Library is planning a significant addition in the near future.

Committee requested Mike to do a walkthrough video of the new ambulance facility now that building is enclosed.

It is budget committee time again. GTM will cover School District budget committee meetings beginning Sept 11, and Town budget committee beginning TBD.

Coverage of Conservation Commission is scheduled to begin next month.

Comcast dropped off two spools of cable for Ambulance facility. Contractor will install and Comcast will terminate and install drop when building is complete.

GTM requirements for Town Hall renovation

- Camera and lighting improvements to BoS meeting room

- BoS control room behind window rather than out in the open
- Reserve IT equipment room space for equipment rack currently located at high school.

GTM logoed material

- Each Crewmember will be issued 2 green solid knit polo shirts. They are to be worn whenever acting in an official capacity. Laundry is the responsibility of the respective crew member.
- Crew will be issued logoed baseball cap. They may also be made available for sale to interested parties.
- Decided not to purchase outerwear vests at this time. There is very little GTM outdoor activity during the winter.
- Authorized Mike to purchase a GTM logoed jacket for himself as he spends much time outdoors on official GTM business.
- Purchase table skirt and vinyl signage to promote GTM at events
- Decided not to purchase USB flash media giveaways as not cost effective.

Upcoming Meeting:

26 September 2013 6 PM Board of Selectmen meeting room

Adjourn:

Meeting adjourned 8:25 PM

Respectfully submitted: Tom Schmidt